

Document No. 100-100000
Title
Class.
Auth.
Date

Handwritten initials and marks, including a large '0' and 'ay'.

MEMORANDUM FOR: Acting Deputy Director (Administration)
FROM: Comptroller
SUBJECT: Proposed Table of Organization for Technical Services Staff

Handwritten checkmark.

1. The attached proposed T/O for TSE (Tab A) has been coordinated by the Management Improvement Staff, the Budget Division and the Personnel Office.

2. The proposal reduces the present T/O of [redacted] by 8 positions to a proposed T/O of [redacted]. The present personnel on duty ceiling for civilians is [redacted] or a difference of 13. The present military ceiling is 17 positions against a proposed ceiling of 14 positions. Since the proposed T/O very nearly equals the ceiling, it is believed that it complies with the spirit and intent of the current trend to have them made identical.

3. The Office of Personnel has concurred in the proposal (Tab B) subject to classification review of 13 positions approved on a dual grade basis. It has also concurred in the increase in average GS grade levels from 10.10 to 10.58.

4. The proposed T/O reflects an average salary increase of \$171.00 per year. Insufficient funds are provided for in fiscal year 54 allocations and fiscal year 55 Congressional estimates to accommodate maximum T/O saturation. However, experience has indicated that the dollar needs in this regard are usually far below the actual position maximum.

5. Changes in organizational structure and functions are of minor consequence.

6. It is recommended that you approve the proposed T/O subject to the following conditions:

- a. Further study and evaluation of the 13 dual grade positions mentioned above by the Office of Personnel.
- b. That approval of this T/O is contingent upon operation within currently allocated funds for fiscal year 1954 and funds contained in fiscal year 1955 congressional estimates.

STATINTL

STATINTL

STATINTL

c. The attached T/C will be subject to reconsideration with regard to organizational structure and other factors in connection with a current DD/P inspection now under way.

EDWARD R. SAUNDERS

Attachments:

Tab A - Proposed T/C for TSS
Tab B - Proposal

APPROVED

Date:

5 March 1954

15/
L. K. WHITE

Acting Deputy Director
(Administration)

DISTRIBUTION:

Orig. & 1 - Office of Personnel
2 - AED/A ✓ Chrono & Sub: ODM-9
1 - DD/P (Admin)
1 - MIS Comeback
1 - Comptroller

MIS/JHP:ee (2 March 1954)

MISSING PAGE

14-00000
001-000

ORIGINAL DOCUMENT MISSING PAGE(S):

missing attachment tab A, B,